

VIRGINIA: AT A REGULAR MEETING OF THE BRUNSWICK COUNTY BOARD OF SUPERVISORS HELD ON WEDNESDAY, APRIL 20, 2016, IN THE BOARD ROOM OF THE BRUNSWICK COUNTY GOVERNMENT BUILDING

PRESENT: HON. BERNARD L. JONES, SR., CHAIR; HON. WELTON TYLER, VICE-CHAIR; HON. BARBARA JARRETT-HARRIS, HON. FREDERICK A. HARRISON, SR., HON. JOHN W. ZUBROD, BOARD OF SUPERVISOR MEMBERS; DR. CHARLETTE T. WOOLRIDGE, COUNTY ADMINISTRATOR; PAUL JACOBSON, COUNTY ATTORNEY; LESLIE R. WEDDINGTON, DEPUTY CLERK/RECORDER OF MINUTES

Re: Closed Meeting – 6:30 p.m.

Upon a motion by Mrs. Harris, seconded by Mr. Tyler, and unanimously carried, the Board of Supervisors of Brunswick County, Virginia convened in Closed Meeting to discuss the following matters under:

- 2.2-3711.A.1: Discussion regarding perspective candidates for employment.
- 2.2-3711.A.3: Discussion regarding the acquisition of real property.
- 2.2-3711.A.7: Consultation with legal counsel regarding contractual issues for which legal advice is required.

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

Reconvene in Open Meeting

Upon a motion by Mr. Harrison, seconded by Mrs. Harris, and unanimously carried, the Board of Supervisors of Brunswick County, Virginia reconvened in Open Meeting.

WHEREAS, the Board of Supervisors of Brunswick County, Virginia (“Board”), convened a Closed Meeting on this date pursuant to an affirmative recorded vote in accordance with the provisions of the Virginia Freedom of Information Act; and,

WHEREAS, Section 2.2-3712 of the Code of Virginia, 1950, as amended, requires a certification by the Board that such Closed Meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby certifies that to the best of each member’s knowledge

- (i) only public business matters lawfully exempted from Open Meeting requirements by Virginia law were discussed in the Closed Meeting to which this certification resolution applies, and
- (ii) only such public business matters as were identified in the motion convening the Closed Meeting were heard, discussed or considered by the Board.

WILL EACH MEMBER NOW SO CERTIFY:

Mrs. Harris: Aye
Mr. Harrison: Aye
Mr. Tyler: Aye
Mrs. Zubrod: Aye
Mr. Jones: Aye

Re: Call to Order – 7:30 p.m.

Vice-chair Tyler called the meeting to order and welcomed all citizens in attendance.

Re: Invocation and Pledge of Allegiance

Vice-chair Tyler invited anyone in the audience who would like to participate in the Invocation with the Board members to please stand and join them. Supervisor Zubrod gave the Invocation and led the Pledge of Allegiance.

Re: Approval of Agenda

Upon a motion by Mrs. Harris, seconded by Mr. Zubrod, and unanimously carried, the Board approved the agenda with the following changes:

Presentations

Move Dr. Ronnie Joyner, Hot Joy Radio, after the public hearing

Add Under New Business

- Joint Brunswick County and IDA Thomasson Student Center Committee
- Personnel
 - Planning and Building Services Technician
 - Assistant County Administrator
- Former Brunswick Correctional Center

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

Chair Jones re-enters meeting

Re: Public Hearings

FY17 Brunswick County Public School Budget

The proposed FY17 Brunswick County Public School Budget was presented as follows:

	APPROPRIATED	PROPOSED	DOLLAR
REVENUES	FY 2015-2016	FY 2016-2017	INCREASE/ (DECREASE)
Special	\$ 187,000	\$ 187,000	\$ -
Food Service	1,217,640	1,217,640	-
State	13,226,248	13,440,312	214,064
Federal	1,904,335	2,412,197	507,862
Local	4,987,393	5,195,379	207,986
Totals	\$ 21,522,616	\$ 22,452,528	\$ 929,912
EXPENDITURES			
Instruction	\$ 14,126,037	\$ 15,160,305	\$ 1,034,268
Admin/Attend/Health	740,025	760,049	20,024
Transportation	1,942,018	1,837,652	(104,366)
Operations/Maintenance	2,327,835	2,277,707	(50,128)
Food Service	1,217,640	1,217,640	-
Technology	847,736	878,046	30,310
Debt Service	321,325	321,129	(196)
Totals	\$ 21,522,616	\$ 22,452,528	\$ 929,912

The Chair opened the public hearing. The following citizens spoke:

- Gene Wiley – Spoke in opposition to the proposed budget.
- Gwendolyn McMillan – Spoke in support of the proposed budget.

After providing all citizens with an opportunity to express their views, the Chair closed the public hearing.

Re: Approval of Minutes

Upon a motion by Mr. Tyler, seconded by Mr. Harrison, and unanimously carried, the

Board approved the following minutes:

- March 9, 2016 - Budget Work Session
- March 15, 2016 - School Board Budget Work Session
- March 15, 2016 - Budget Work Session
- March 16, 2016 - Regular Meeting
- March 31, 2016 - Budget Work Session
- April 5, 2016 – Budget Work Session

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

Re: Virginia Department of Transportation (VDOT) Monthly Report

Mr. Tommy Johnson, Assistant Residency Administrator, presented the monthly report as follows:

Maintenance Forces

- Machining shoulders on various routes.
- Patching potholes on primary and secondary routes as needed.
- Brush cutting on various routes.
- Route 628 Pipe Replacement Project ongoing.
- Route 674 Pipe Replacement Project completed.
- Machining National Highways System (NHS) roadways and hauling stone as needed.
- Removing dead animals and performing litter patrol on various routes.
- Performing routine maintenance on various routes.

Mr. Johnson reported on the following projects:

- Secondary Six Year Plan (SSYP)—Due to limited construction funds available, VDOT recommended that the Board does not add any new projects to the SSYP at this time. As a result, a workshop is not needed. However, the State Code requires that the Board advertise in the local newspaper to conduct a public hearing at their May 18, 2016 meeting and adopt the SSYP & Secondary System Construction Budget for FY 2017-2022.

Upon a motion by Mr. Tyler, seconded by Mr. Harrison, and unanimously carried, the Board approved the advertisement of the Secondary Six Year Plan & Secondary System Construction Budget for FY2017-2022 for the Board's May 18, 2016, meeting.

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

- VDOT is conducting preventative maintenance and repairs to Route 85 North Bound Lane (NBL) and South Bound Lane (SBL) bridges over the CSX RR at 28 MM/Alberta. Due to unforeseen issues, the detour will be installed immediately and remain in place until the project is completed by December 2016. This is necessary to ensure the safety of the motorist and the construction workers on this project. VDOT is requesting Board concurrence on the detour for this project.

Upon a motion by Mr. Tyler, seconded by Mr. Harrison, and unanimously carried, the Board concurred with the detour.

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

- Route 658, Hill Creek Road Bridge Replacement Project is anticipated to be completed by July 1, 2016.
- Route 763, Millville Road Bridge Repair Project has been completed and the road was reopened to traffic on Monday, April 18, 2016.

Re: Brunswick County Public Schools Monthly Report

Mr. Richard Rush, Director of Business Operations, presented an overview of the schools monthly financial report. This was provided for the Board's information. See attached report.

Re: Presentations

Dr. Ronnie Joyner – Hot Joy Radio

Dr. Ronnie Joyner with Hot Joy Radio, WHLQ 105.5 FM Radio Station, introduced himself to the Board of Supervisors and provided an overview of Hot Joy Radio.

Re: Department/Agency Presentations

DMV Select

Mrs. Harris discussed her continued concerns with DMV Select services being terminated by the Commissioner of Revenue and Treasurer and stated that she has been in communication with DMV representatives to discuss options to retain the services in Brunswick County for the citizens. She will continue to provide updates for the Board's consideration at the May Board meeting.

Re: Citizen Comments

The Chair opened the citizen comment period and advised that each citizen will be allotted three (3) minutes to speak. The following citizens spoke:

- Bill Hudson - Spoke against raising taxes.
- Bob Abernathy – Expressed appreciation for the additional money proposed for weed control, and concern regarding purchasing the St. Paul's Thomasson Student Center.
- George Robinson – Stated that the Brunswick County Industrial Development Authority needs a pro-business attitude.
- John Cataldo – Expressed concern regarding the process in developing the law enforcement budget.
- John Miller – Expressed concern about Board members and the County Administrator attending the NACO Conference, the purchase of the Thomasson Student Center and the funding of the IDA when they have done nothing to bring businesses to the county.
- Ray Sawyer – Addressed the Board regarding the Code of Ethics policy.
- Gene Wiley – Expressed concern about the budget deficit and the hourly rate for the County Attorney.

Re: Consent Calendar of Reports

Upon a motion by Mrs. Harris, seconded by Mr. Harrison, and unanimously carried, the Board acknowledged receipt of the following reports:

- Brunswick County Industrial Development Authority March 8, 2016, minutes
- Executive Director's April 12, 2016, report
- Roanoke River Service Authority February 23, 2016, minutes

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

Re: Finance Director's Report

Approval of Disbursements

Mrs. Keli Reekes, Director of Finance, presented disbursements as follows:

- System checks dated March 29, 2016, in the amount of \$102,994.38
- System checks dated April 6, 2016, in the amount of \$982.36
- System checks dated April 13, 2016, in the amount of \$41,645.65
- System checks dated April 20, 2016, in the amount of \$879,549.00
- System checks dated April 21, 2016, in the amount of \$20,032.10

Upon a motion by Mr. Tyler, seconded by Mr. Harrison, and unanimously carried, the Board approved disbursements in the amount of \$1,045,203.49, as presented.

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

FY16 Quarterly Report

Mrs. Reekes presented the following departments that require appropriations for anticipated expenditures through June 2016:

- Victim-Witness Grant – Additional grant proceeds were awarded through the Department of Criminal Justice in the amount of \$8,890 for the Victim-Witness Program.
- Clerk of the Circuit Court – Funds were awarded from the Supreme Court of Virginia for records management in the Clerk's Office in the amount of \$5,800.
- Fire and EMS Services – Funds were allocated in the Department of Emergency Services fund for an emergency services provider at Central Rescue Squad and Alberta Fire Department. These positions are currently vacant and are expected to be filled by July 1, 2016. The departments have requested to transfer the remaining funds totaling \$22,767.80 and \$13,566.83 respectively to their agency to use for part-time wages until the full-time positions are filled.

Upon a motion by Mr. Tyler, seconded by Mr. Harrison, and unanimously carried the Board approved the following:

- Appropriated \$8,890 to the applicable revenue and expenditure line items of the FY16 Victim-Witness Program departmental budget.
- Appropriated \$5,800 to the applicable revenue and expenditure line items of the FY16 Clerk of the Circuit Court departmental budget.
- Transferred \$36,334.63 from the FY16 Department of Emergency Services fund to the applicable line items in the FY16 Fire and EMS Services departmental budget for Central Rescue Squad (\$22,767.80) and Alberta Fire Department (\$13,566.83).

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

Re: Planning Director's Report

Request to Schedule a Public Hearing: Conditional Use Permit Case #16-006, Submitted by Christopher A. and Betty Williams Lugo, Country General Store in the Agricultural (A-1) Zoning District

Ms. Leslie R. Weddington, Interim Assistant to the County Administrator/Director of Planning, stated that the applicant is requesting approval of a conditional use permit for a country general store in the Agricultural (A-1) Zoning District. The subject property is located at the northeast quadrant of the intersection of Christanna Highway (State Route 46) and New Hope Road (State Route 729), in the Red Oak Election District and the Red Oak Magisterial District. The Planning Commission is scheduled to conduct a public hearing on May 10, 2016. The applicant requests that the Board of Supervisors conduct their public hearing at the Board's regularly scheduled meeting on May 18, 2016

Upon a motion by Mr. Tyler, seconded by Mr. Harrison, and unanimously carried, the Board authorized the advertisement of a public hearing on Conditional Use Permit Case #16-006 for the regular May meeting.

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

Special Entertainment Permit – Lawrenceville Volunteer Fire Department – 3rd Annual Corn Hole Tournament

Ms. Weddington stated that the Lawrenceville Volunteer Fire Department is requesting approval of a special entertainment permit in accordance with the Brunswick County Outdoor Musical/Entertainment Festivals Ordinance to hold its third annual Corn Hole Tournament on Saturday, June 18, 2016, at the Lawrenceville-Brunswick Municipal Airport. The Corn Hole Tournament will begin at 11:00 a.m. and continue until completion of the tournament. It is anticipated that approximately 100 people will be in attendance. The event will consist of the following:

- Corn hole tournament
- 50/50 raffle
- Selling of food and beverages
- Alcohol
- Selling of t-shirts

Further, the applicant requests to waive the following ordinance requirements:

- Waiver of application fee
- Waiver of performance bond and tax

Upon motion of Mr. Zubrod, seconded by Mr. Harrison, and unanimously carried, the Board approved the Special Entertainment Permit for the third annual Corn Hole Tournament to be held at the Lawrenceville/Brunswick Municipal Airport on Saturday, June 18, 2016, as requested by the Lawrenceville Volunteer Fire Department.

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

Special Entertainment Permit – Relay for Life 2016

Ms. Weddington stated that the American Cancer Society is requesting approval of a special entertainment permit in accordance with the Brunswick County Outdoor Musical/Entertainment Festivals Ordinance for the 2016 Relay for Life event scheduled for Friday, May 20, 2016 at Brunswick High School. The applicant has provided an event narrative to outline the activities of the proposed event. Further, the applicant requests to waive the following ordinance requirements:

- Extension of time limitation
- Lodging and camping on-site
- Waiver of performance bond and tax
- Waiver of application fee

Upon motion of Mrs. Harris, seconded by Mr. Harrison, and unanimously carried, the Board approved the Special Entertainment Permit for the 2016 Relay for Life event on Friday, May 20, 2016, as requested by the American Cancer Society.

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

Re: County Administrator’s Report

Invitation to Bid - Uniforms

Dr. Charlette T. Woolridge, County Administrator, stated Brunswick County solicited bids to establish a term contract with qualified firms to provide uniforms for EMS, Board members and staff on an as needed basis. The following bid was received:

Contractor	Description	Amount
Witmer Public Safety Group, Inc. 1614 Ownby Lane Richmond, VA 23220	Polo Shirts (Sizes XS-2XL)	\$40.00
	Polo Shirts (Sizes 3XL & Up – Tall Sizes Also)	\$44.50
	Pants (All sizes through 44)	\$43.00
	Pants (Sizes 46 & Up)	\$50.00
	Job Shirts (Sizes up through 2XL)	\$65.50
	Job Shirts (Sizes 3XL & Up – Tall Sizes Also)	\$76.50
	Jackets (Sizes through XL)	\$68.50

	Belts (All Sizes)	\$20.00
	*T-Shirts (Sizes through XL)	\$8.00
	*T-Shirts (Size 2XL)	\$11.50
	*T-Shirts (3XL & Up)	\$12.50
	*Minimum 12 pieces per order	

Upon a motion by Mr. Tyler, seconded by Mr. Harrison, and unanimously carried, the Board to accept the bid from Witmer Public Safety Group, Inc. to provide uniforms as outlined in the invitation to bid and authorize the County Administrator to sign the contract on behalf of Brunswick County.

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

Re: Old Business

FY15 Financial Report Acceptance

Upon a motion by Mr. Tyler, seconded by Mrs. Harris, and unanimously carried, the Board accepted the FY15 Financial Report as prepared by Robinson, Farmer Cox Associates.

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

Re: New Business

Joint Brunswick County and IDA Thomasson Student Center Committee

Upon a motion by Mr. Tyler, seconded by Mr. Harrison, and unanimously carried, the appointed Mrs. Harris and Mr. Jones to serve on the Joint Brunswick County and IDA Thomasson Student Center Committee.

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

Personnel – Planning and Building Services Technician

Upon a motion by Mr. Tyler, seconded by Mr. Harrison and unanimously carried, the Board appointed Deborah K. Givens to the position of Planning and Building Services Technician with start date of May 1, 2016.

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

Personnel – Assistant County Administrator

Upon a motion by Mr. Tyler, seconded by Mr. Harrison, and unanimously carried, the Board appointed Jason Stewart to the position of Assistant County Administrator with a start date of June 1, 2016.

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

Former Brunswick Correctional Center

Upon a motion by Mr. Zubrod, seconded by Mr. Tyler and unanimously carried, the Board voted to work with the Virginia Department of Corrections to remove all buildings and fencing on the site of the former Brunswick Correctional Center, except the industries and food service/warehouse buildings, and request that they turn over the property to the county for economic development opportunities.

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

Re: Appointments

Brunswick County Litter Control Council

This matter was continued.

Lake Gaston Weed Control Council

Upon a motion by Mr. Zubrod, seconded by Mrs. Harris, and unanimously carried,

the Board appointed Wally Sayko and Jay Warfel as primary members and John Cataldo as an alternate member to the Lake Gaston Weed Control Council for a four year term representing Brunswick County

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

Local Board of Welfare

This matter was continued.

Southside Community Services Board

Upon a motion by Mr. Jones, seconded by Mr. Harrison, and unanimously carried, the Board appointed Peggy Smith for a three year term to the Southside Community Services Board

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

Re: Adjourn

Upon a motion by Mr. Tyler, seconded by Mrs. Harris, and unanimously carried, the Board adjourned.

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

Hon. Bernard L. Jones, Sr., Chair

Charlette T. Woolridge, Ph.D., Clerk